

COMBINED SPECIAL MEETING/WORK SESSION AGENDA

**CITY COUNCIL COMBINED SPECIAL
MEETING/WORK SESSION
TUESDAY - NOVEMBER 12, 2013**

**COUNCIL CHAMBERS
211 WEST ASPEN AVENUE
6:00 P.M.**

SPECIAL MEETING

- 1. Call to Order**
- 2. Roll Call**

NOTE: One or more Councilmembers may be in attendance telephonically or by other technological means.

MAYOR NABOURS
VICE MAYOR EVANS
COUNCILMEMBER BAROTZ
COUNCILMEMBER BREWSTER

COUNCILMEMBER ORAVITS
COUNCILMEMBER OVERTON
COUNCILMEMBER WOODSON

- 3. Pledge of Allegiance**
- 4. Consideration and Possible Adoption of Ordinance No. 2013-25:** Authorizing the purchase of approximately 2,251 acres known as Observatory Mesa.
RECOMMENDED ACTION:
 - 1) Read Ordinance No.2013-25 for the final time by title only
 - 2) City Clerk reads Ordinance No. 2013-25 by title only for the final time (if approved above)
 - 3) Adopt Ordinance No. 2013-25

- 5. Adjournment**

WORK SESSION

- 1. Call to Order**
- 2. Public Participation**

Public Participation enables the public to address the council about items that are not on the prepared agenda. Public Participation appears on the agenda twice, at the beginning and at the end of the work session. You may speak at one or the other, but not both. Anyone wishing to comment at the meeting is asked to fill out a speaker card and submit it to the recording clerk. When the item comes up on the agenda, your name will be called. You may address the Council up to three times throughout the meeting, including comments made during Public Participation. Please limit your remarks to three minutes per item to allow everyone to have an opportunity to speak. At the discretion of the Chair, ten or more persons present at the meeting and wishing to speak may appoint a representative who may have no more than fifteen minutes to speak.

3. Preliminary Review of Draft Agenda for the November 19, 2013, City Council Meeting*

**Public comment on draft agenda items may be taken under "Review of Draft Agenda Items" later in the meeting, at the discretion of the Mayor. Citizens wishing to speak on agenda items not specifically called out by the City Council for discussion under the second Review section may submit a speaker card for their items of interest to the recording clerk.*

4. Presentation on the City's Investments by The PFM Group

5. Update on a List of Reported Distressed Properties and/or Buildings

6. Regional Plan Discussion #11 - Implementation and Annual Report

7. Review of Draft Agenda Items for the November 19, 2013, City Council Meeting.*

**Public comment on draft agenda items will be taken at this time, at the discretion of the Mayor.*

8. Public Participation

9. Informational Items To/From Mayor, Council, and City Manager.

10. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the City Council with the City Clerk.

Dated this _____ day of _____, 2013.

Elizabeth A. Burke, MMC, City Clerk

CITY OF FLAGSTAFF

STAFF SUMMARY REPORT

To: The Honorable Mayor and Council
From: McKenzie Jones, Sustainability Specialist
Co-Submitter: David McIntire, Asst. to City Manager - Real Estate
Date: 11/06/2013
Meeting Date: 11/12/2013



TITLE:

Consideration and Possible Adoption of Ordinance No. 2013-25: Authorizing the purchase of approximately 2,251 acres known as Observatory Mesa.

RECOMMENDED ACTION:

- 1) Read Ordinance No.2013-25 for the final time by title only
- 2) City Clerk reads Ordinance No. 2013-25 by title only for the final time (if approved above)
- 3) Adopt Ordinance No. 2013-25

Policy Decision or Reason for Action:

Subsidiary Decisions Points: In June 2013, Council passed Resolution 2013-12 approving the submission of a grant application to Arizona State Parks for the Growing Smarter State Trust Land Acquisition Program to acquire land at Observatory Mesa. The City has been awarded a \$6 million grant through Arizona State Parks Growing Smarter Program to be used towards the acquisition of Observatory Mesa.

This acquisition will be through a live auction process which will be held on December 13, 2013 on the Coconino County Courthouse steps. Staff is requesting a final read at the November 12 Special Council meeting to meet the Public Auction purchasing requirements.

Financial Impact:

This purchase will be funded with a \$6,000,000 grant from Arizona State Parks and \$6,416,000 of voter-approved open space bond money including \$5,500,000 from the Observatory Mesa bond and \$916,000 from the Open Space bond. Through the auction process, the City will be required to meet the terms of the sale which include a deposit or initial fee of \$1,462,947.10 that will be credited towards the total purchase. Within 30 days, the City will be required to pay the full balance, including administrative fees.

Connection to Council Goal:

Fund existing and consider expanded recreational services/Retain, expand, and diversify economic base.

Over the years, Observatory Mesa has emerged as an important resource for recreation and tourism. Observatory Mesa hosts a segment of the Flagstaff Loop Trail and Flagstaff Urban Trail System that promote connectivity for non-motorized transportation and recreation. Arizona Game & Fish has identified Observatory Mesa as important wildlife habitat and wildlife movement corridor. According to the National

Survey of Fishing, Hunting, and Wildlife Associated Recreation, 1.3 million wildlife viewing participants spend \$838 million in Arizona annually. Sites like Observatory Mesa significantly contribute to the local tourism economy. Eco-tourism and its related service sector are important components of Flagstaff's economic base. As such, the natural environment and outdoor recreation opportunities are extremely important to the tourism trade in Flagstaff.

Has There Been Previous Council Decision on This:

Yes, on June 4, 2013 Council passed Resolution 2013-12 approving the submission of a grant application to Arizona State Parks for the Growing Smarter State Trust Land Acquisition Program to acquire land at Observatory Mesa. At the November 5, 2013, Regular Council Meeting the City Council formally accepted the grant, read Ordinance No. 2013-25 for the first time by title only, and adopted Resolution No. 2013-27 (reimbursement resolution).

Options and Alternatives:

Option A – Read for the second time by title only and adopt at the Special Council meeting on November 12, 2013.

Option B – Not authorize the purchase of Observatory Mesa.

Background/History:

Efforts to protect Observatory Mesa began decades ago and continue today. In 2004, City staff submitted an Arizona Preserve Initiative petition to reclassify State Trust land on Observatory Mesa for conservation purposes and voters approved a \$5.5 million bond to acquire this land. As critical wildlife habitat, a popular recreation corridor, and protection for dark skies, Observatory Mesa is a natural amenity for northern Arizona.

Key Considerations:

In the event of a successful acquisition, the City will be required to allow Arizona State Parks to hold a conservation easement over the property.

Expanded Financial Considerations:

This purchase will be funded with a \$6,000,000 grant from Arizona State Parks and \$6,416,000 of voter-approved open space bond money including \$5,500,000 from the Observatory Mesa bond and \$916,000 from the Open Space bond. Through the auction process, the City will be required to meet the terms of the sale which include a deposit or initial fee of \$1,462,947.10 that will be credited towards the total purchase. Within 30 days, the City will be required to pay the full balance, including administrative fees.

Community Benefits and Considerations:

Acquiring Observatory Mesa as open space will provide a natural place within city limits for members of the Flagstaff community to learn about ecology, geology, and astronomy while participating in outdoor recreation. Preserving the mesa will protect important view sheds for Flagstaff residents and visitors to the region. Preserving Observatory Mesa positively impacts the observatories, provides protection from further light pollution, and strengthens the astrogeological sector of economy. Additionally, ownership of these sections would give the City great access and control in forest and watershed health initiatives, providing increased community protection from fire threats.

Community Involvement:

Involve - In 2004, Flagstaff voters approved a \$5.5 million bond to acquire State Trust lands on Observatory Mesa as open space. On February 12, 2013, approximately 100 community members attended the State Land Public Comment Hearing and spoke out in unanimous support for the reclassification of Observatory Mesa as suitable for conservation purposes. The City of Flagstaff received 28 letters of support for the preservation process from community members and groups.

Expanded Options and Alternatives:

Option A – Read for the first time by title only on November 5, 2013, and read for the second time by title only and adopt at the Special Council meeting on November 12, 2013.

Option B – Not authorize the purchase of Observatory Mesa.

Attachments: Purchase Ordinance

ORDINANCE NO. 2013-25

A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF FLAGSTAFF AUTHORIZING THE ACQUISITION AND PURCHASE APPROXIMATELY 2,251 ACRES MOST COMMONLY REFERRED TO AS OBSERVATORY MESA

WHEREAS, in May 2004, the voters of the City of Flagstaff approved a bond measure for the acquisition of open space on Observatory Mesa; and

WHEREAS, in June 2013, the Flagstaff City Council adopted a Resolution approving of the submission of a grant application to Arizona State Parks for the Growing Smarter State Trust Land Acquisition Program to acquire land on Observatory Mesa; and

WHEREAS, pursuant to Article 1, Section 3 of the Charter of the City of Flagstaff, the City has the power and authority to acquire real property; and

WHEREAS, the Arizona State Land Department is the lawful owner of approximately 2,251 acres identified as Sections 6, 8, 18 and 19, Township 21N, Range 7E, and Section 12, Township 21N, Range 6E, otherwise known as Observatory Mesa; and

WHEREAS, it is necessary to direct and authorize the Assistant to the City Manager – Real Estate to acquire those parcels of open space identified by the City of Flagstaff Open Spaces Commission.

ENACTMENTS:

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FLAGSTAFF AS FOLLOWS:

Section 1. That the Assistant to the City Manager – Real Estate is hereby authorized to negotiate with the owners of those parcels of real property identified as Observatory Mesa.

Section 2. That the Assistant to the City Manager – Real Estate is hereby authorized to acquire through purchase or exchange from the property owner, with the approval of the terms and conditions of sale or exchange by the City Manager, those parcels of real property identified as Observatory Mesa, and to execute all documents and take all actions necessary to consummate these acquisitions.

Section 3. That the Flagstaff City Council reserves the right of final approval for these acquisitions.

PASSED AND ADOPTED by the City Council and approved by the Mayor of the City of Flagstaff this _____ day of _____, 2013.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

Memorandum

4.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Andy Wagemaker, Revenue Director
Date: 11/01/2013
Meeting Date: 11/12/2013



TITLE:

Presentation on the City's Investments by The PFM Group

DESIRED OUTCOME:

At this work session, the City's investment management firm, The PFM Group, will present a brief background on how the firm helps the City manage its investment portfolio and the services that it provides the City.

INFORMATION:

Historically, the City managed its own investment portfolio. In early 2011, the City looked into hiring an investment management firm to handle the City's investments and issued a Request for Proposal (RFP). On July 5, 2011, City Council approved a contract with The PFM Group for investment management services.

Attachments: [Investment Management Services Presentation](#)



Investment Program Update

November 12, 2013



The PFM Group

Public Financial Management, Inc.
PFM Asset Management LLC
PFM Advisors

1820 East Ray Road
Chandler, AZ 85225
855-885-9621

Lauren Brant, Managing Director
Paulina Woo, Senior Managing Consultant

City's Investment Objectives

- **Safety of Principal:** Ensure preservation of capital
- **Liquidity:** Provide liquidity to meet operating requirements
- **Yield:** Attain market rate of return; subordinate to safety and liquidity

Overview of PFM Asset Management LLC

- Independent investment advisor
- Registered with the SEC
- Public sector focus
- 30+ years of asset management experience
- 187 investment professionals
- \$47 billion of assets under management*
- Over \$2 billion of assets for Arizona public agencies

Representative List of PFM's Arizona City & Town Clients

Chandler	Mesa
Fountain Hills	Scottsdale
Gilbert	Surprise
Goodyear	Tempe
Maricopa	Tucson

**As of September 30, 2013*

How PFM Supports the City



PFM's Services To the City

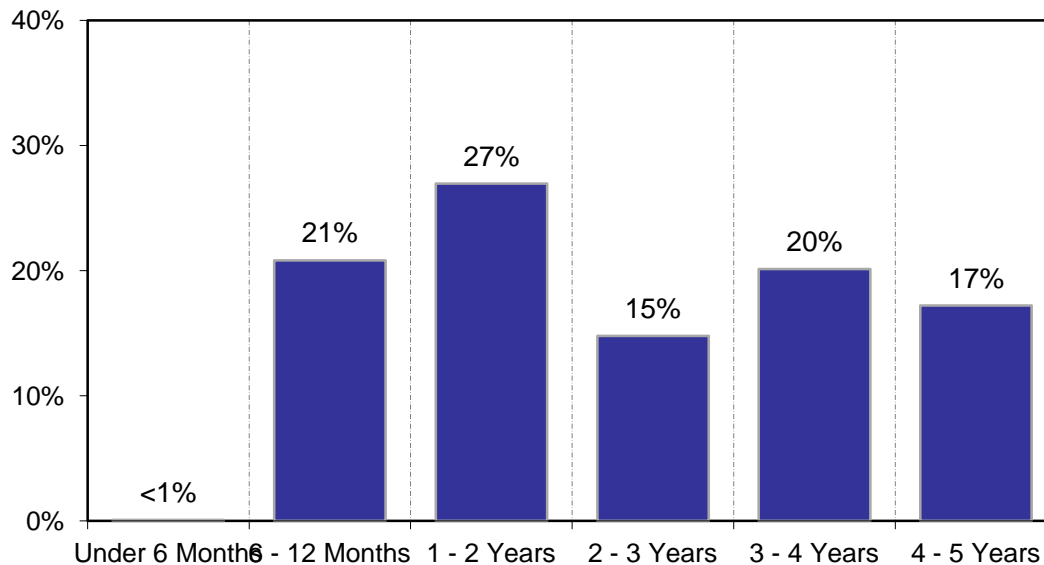
- **Independent, Professional Advice**
 - Acts in a fiduciary capacity
 - Long-term strategy development
 - Robust credit review process and approach
- **Portfolio Management**
 - Diversified portfolio—by sector and maturity
 - Trade execution and competitive bidding to achieve best pricing
 - Daily monitoring to identify investment opportunities and ensure proper portfolio structure regardless of rate environment
- **Investment Resource**
 - Comprehensive review of Investment Policy
 - Ongoing communication regarding portfolio and market events through regular meetings and educational forums
 - Transparent reports that comply with the City's Policy and other regulations

Overview of City's Current Managed Portfolio

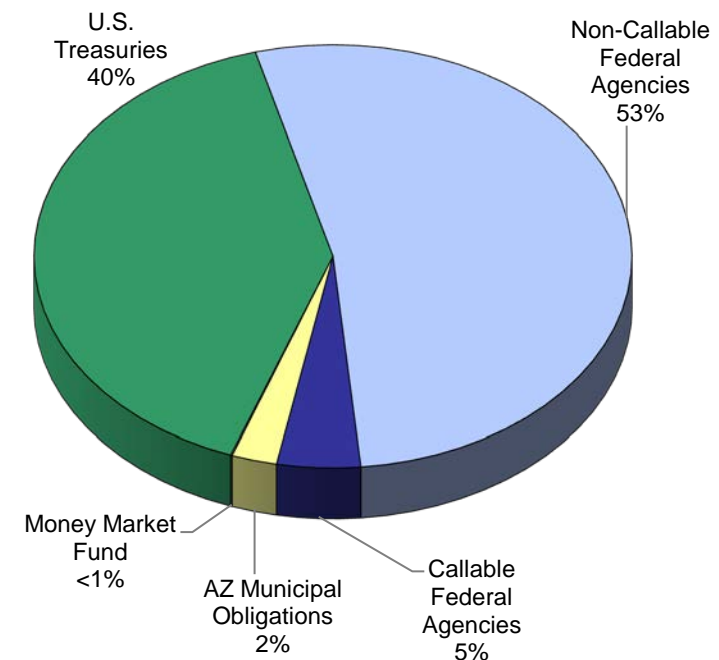
Portfolio Characteristics as of September 30, 2013

- Market Value: \$55,948,737
- Average Credit Quality: AA+
- Yield at Cost: 0.70%
- Average Maturity: 2.44 years

Maturity Distribution

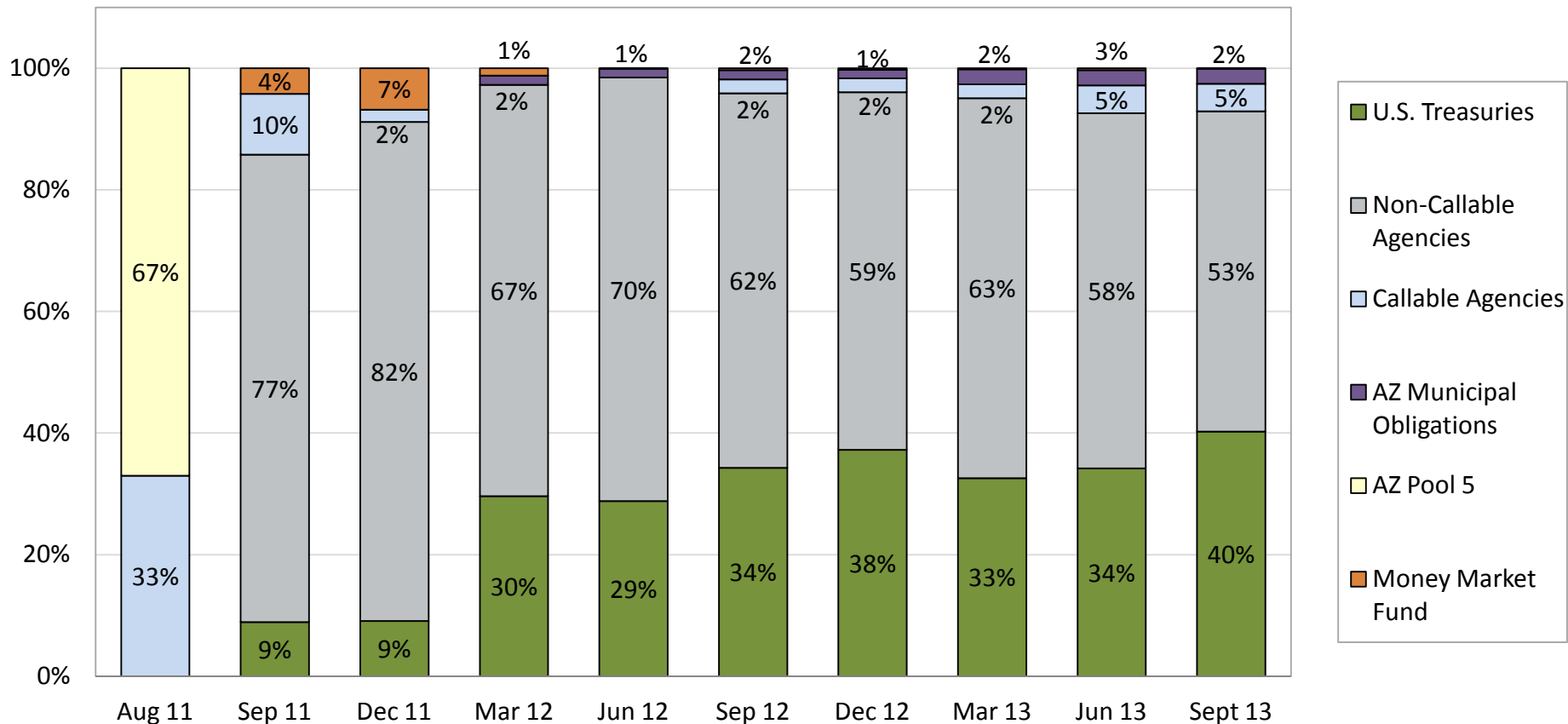


Sector Allocation



Sector Diversification

**Flagstaff Sector Allocation
August 2011 - September 2013**



Value of Proactive Management

- We always purchase securities with intent to hold to maturity.
- In some instances opportunities arise where it makes sense to rebalance the portfolio.
- In addition to purchasing the initial portfolio, we have executed 80 trades since inception.

Trade Date	Transaction	Security	Maturity	Par Value (millions)	Market Yield	Realized G/L
8/29/13	Buy	U.S. Treasury	8/31/16	\$2.6	0.82%	-
8/29/13	Sell	FHLB Notes	5/28/14	\$1.5	0.14%	\$3,736
8/29/13	Sell	FNMA Notes	4/15/14	\$1.1	0.13%	\$2,374
10/1/13	Buy	FHLMC Notes	10/14/16	\$1.0	0.77%	-
10/1/13	Sell	FHLB Notes	5/28/14	\$1.0	0.11%	\$2,289

Federal Agency Acronyms

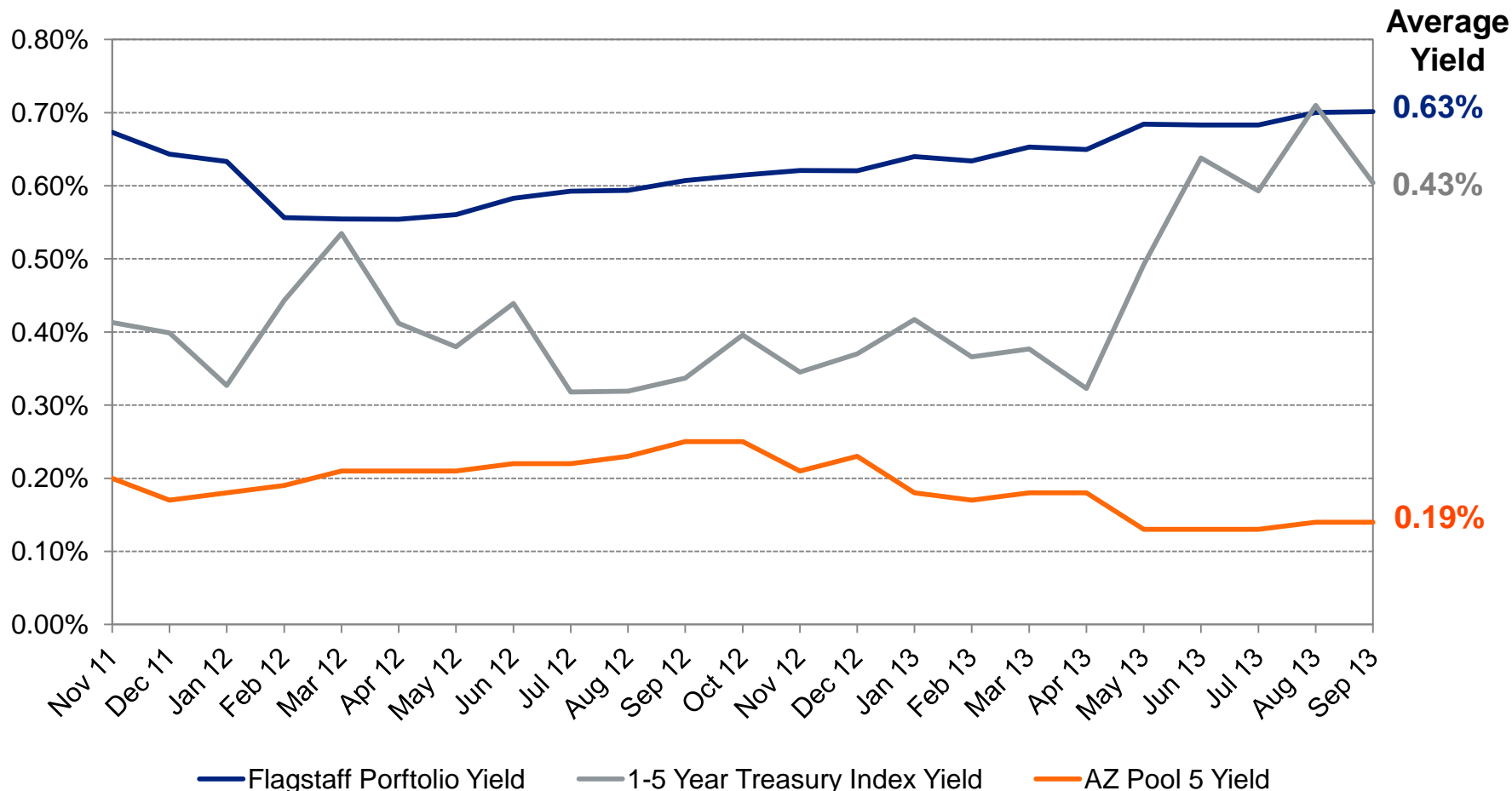
FHLB: Federal Home Loan Banks

FHLMC: Federal Home Loan Mortgage Corporation (Freddie Mac)

FNMA: Federal National Mortgage Association (Fannie Mae)

Portfolio Maintains Attractive Yield

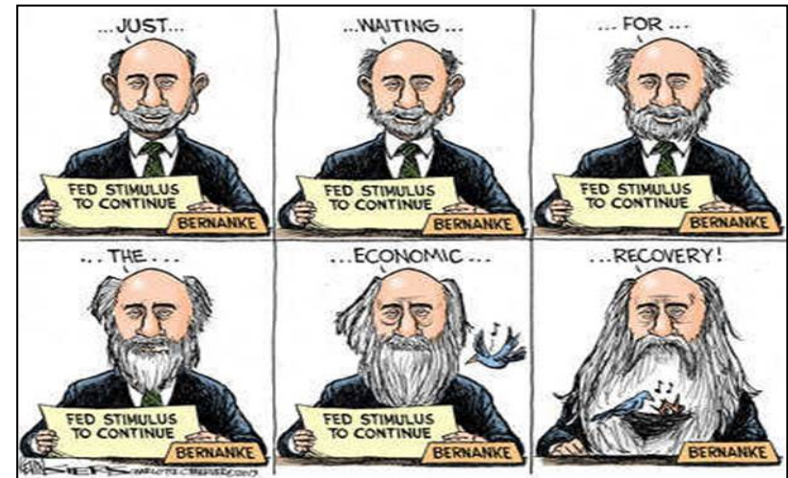
Yield Comparisons
October 31, 2011 – September 30, 2013



Sources: Merrill Lynch/BofA Global Bond Indices and Arizona Treasurer's Website.

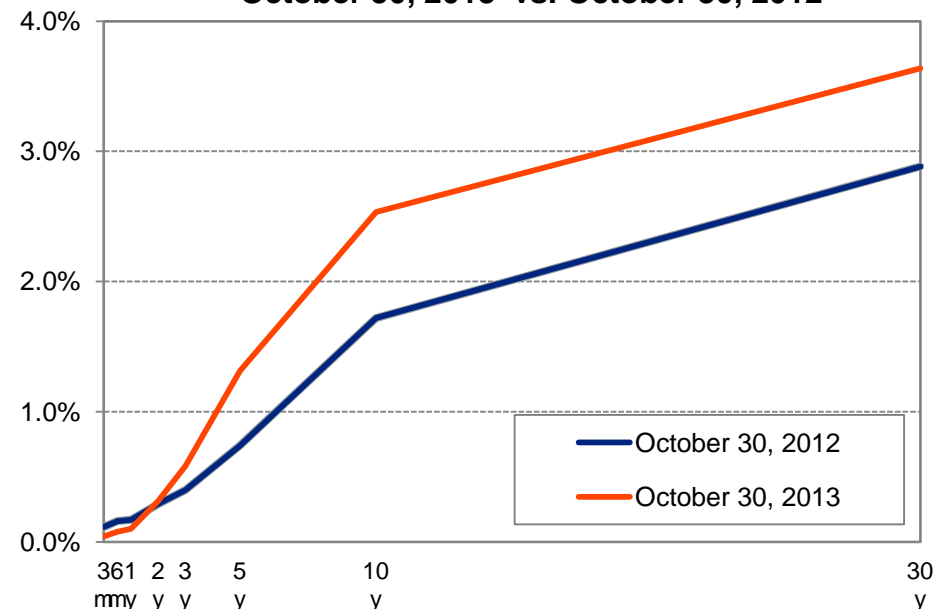
Low Interest Rate Environment

- Fed's overnight rate at 0.00-0.25% since 2008
- Accommodative monetary policy
- Interest rates reached all-time lows in the past year
- Extraordinary demand for high-quality fixed-income securities



**U.S. Treasury Yield Curve
October 30, 2013 vs. October 30, 2012**

U.S. Treasury	October 30, 2013	12 Month Average	10 Year Average
1-Year	0.10%	0.16%	1.84%
2-Year	0.32%	0.29%	2.03%
5-Year	1.31%	1.03%	2.72%
10-Year	2.53%	2.15%	3.52%
30-Year	3.64%	3.28%	4.24%



Source: Bloomberg

Current Investment Strategy

- Maintain safety of City's assets, while strategically enhancing earnings.
- Utilize the following management strategies:
 - Actively adjust the average maturity of the portfolio in the volatile interest rate environment.
 - Take advantage of the yield relationship changes between sectors.
 - Add high-quality corporates and municipal securities to increase diversification and earnings.
 - Capitalize on specific market events.



Disclaimer

This material is based on information obtained from sources generally believed to be reliable and available to the public, however PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some but not all of which are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

Memorandum

5.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Roger Eastman, Zoning Code Administrator
Date: 11/05/2013
Meeting Date: 11/12/2013



TITLE:

Update on a List of Reported Distressed Properties and/or Buildings

DESIRED OUTCOME:

At this work session, staff will be providing a progress report/update on work to date regarding certain reported distressed properties and potentially dangerous buildings within the City.

INFORMATION:

For at least seven years an idea to develop and implement a City-wide Property Maintenance Ordinance has been discussed and pursued. In part, this stemmed from a legal interpretation many years ago that there were possible problems with the implementation of the 1997 Uniform Code for the Abatement of Dangerous Buildings and the 1997 Uniform Housing Code. Thus, staff did not pursue the abatement of many unsightly buildings and structures in the community until a Property Maintenance Ordinance was adopted.

At the January 8, 2013 work session staff provided an update to the Council on what progress had been made with the abatement of certain properties within the City that were well known as a nuisance and an eyesore. Staff and the Council also discussed various options to the so-called Property Maintenance Ordinance as the Council had previously agreed that the development of such an ordinance was not appropriate at this time. Instead, a majority of the Council agreed that once the amendments to the Zoning Code had been completed, staff would draft amendments to the City Code to provide clearer and updated standards to replace existing regulations for littering, abandoned vehicles, etc. as well as new standards for controlling overgrown vegetation. At this time too, the City Attorney's office opined that staff can implement the 1997 Uniform Code for the Abatement of Dangerous Buildings and the 1997 Uniform Housing Code to require the abatement of dangerous and unmaintained buildings and structures. This was the window of opportunity that staff has successfully used to abate a number of long-standing problem properties within the City. At the January 8, 2013 work session Council also asked for clarification and a review of the criteria adopted in the 1997 Uniform Code for the Abatement of Dangerous Buildings which some councilors felt were ambiguous.

Since the January 8th work session, staff has maintained a spreadsheet to record information on reported dangerous, abandoned, or distressed properties in the City. Much of this information was derived from information provided by Flagstaff residents, or from City staff observations while in the course of other enforcement duties.

OVERVIEW OF THE LIST OF REPORTED DISTRESSED PROPERTIES

A list of reported distressed properties has been established in a spreadsheet, a copy of which is attached as Attachment A. For now, the spreadsheet serves as a simple tool for tracking address and property owner information, the date of the first inspection or when a complaint was first received, dates

of any follow-up action on a specific address, and comments/notes describing the property, action taken so far, and its current status. The last column in the spreadsheet includes a link to either a photograph of existing conditions on any property, and when applicable, a photograph of the property after clean-up activities has occurred. As these photographs are located on the the City's S:Drive server, they may not be viewed from the attached file. Staff will present a sample of these photographs to the Council in the November 12th work session - see the attached draft PowerPoint presentation, Attachment D. This spreadsheet is organized into two sections – Closed Cases and Active/Inactive Cases.

Staff has also been working closely with the City's GIS Program on an interactive mapping application based on the List of Reported Distressed Properties. The purpose of this application is to develop a web-based map of the City of Flagstaff using free ESRI (Environmental Systems Research Institute) mapping software, and linking the data from the spreadsheet to it. Initial draft versions of this mapping application looked extremely promising as a simple and comprehensive way of presenting the data to the Council or interested Flagstaff residents. IT staff are still resolving one technical issue that is making it difficult to view a photograph of each case, and it is hoped that this will be resolved by the time of the November 12, 2013 Council work session.

COMMENTS/OBSERVATIONS ON THE LIST OF REPORTED DISTRESSED PROPERTIES

1. There are 39 properties currently recorded on the List of Reported Distressed Properties. Of these staff has closed 9 cases as they have been resolved, has taken no action so far on 20 cases (see note #2 below), continues to work on 3 major cases (overgrown vegetation and other issues at a house located at 1726 N. Kutch Drive; a boarded house often referred to as "Grandma's House" at 23 S. Agassiz Street; and the historic Tourist Home building located at 46 S. San Francisco Street), and has 7 minor cases on file. As staff has not concluded investigations or made contact with property owners of 18 reported cases on this list, these cases have been removed from the spreadsheet in Attachment B.
2. In addition to the code compliance staff's primary duties, including for example, responding to citizen complaints, reviewing and issuing permits, managing volunteers and various community clean-up activities, and responding to and removing graffiti, staff dedicates as much time as possible to working on distressed property and building abatement with the assistance of the Chief Building Official. While progress is admittedly slow, staff resources are limited. Nonetheless, staff is working hard to steadily address and abate all properties and buildings listed in the List of Reported Distressed Properties.
3. Staff is pleased to report progress on a number of critical properties in the community that have been the source of frequent complaints from Flagstaff residents. An overview of the more significant cases is provided below, with a description of how the case was resolved using existing regulations in City Building Codes. These include:
 - a. Demolition and removal of the ruins of a single-family home destroyed by fire at 523 S. Ernest Street in the Southside neighborhood. Staff cited Section 302 (Dangerous Building) of the 1997 Uniform Code for the Abatement of Dangerous Buildings Code, and specifically Subsections 8, 9, 12, 15, and 17. A copy of this Section of the Code is attached as Attachment B for the Council's reference.
 - b. Repair of the existing home located at 1809 N. Arrowhead Avenue in the Sunnyside neighborhood so that the structure is once again habitable. Section 302 of the Dangerous Building Code was cited, with specific reference to Subsections 5, 8, 9, 12, and 15. Even though the exterior of the building is deteriorated and requires maintenance, the property owner eventually complied with all requirements of the Building Official, and the structure now meets all applicable Building Code requirements.
 - c. Steady progress to address the overgrown vegetation and accumulation of debris at an abandoned home located at 1726 N. Kutch Avenue. Section 1001.4 (Nuisance) of the 1997 Uniform Housing Code – refer to Attachment B. – was used to require the existing residence to be secured as the front door and rear sliding door were open allowing access to the

building which appeared to be vandalized. The structure was eventually secured so that unauthorized access was no longer possible. However, there are no existing City Code provisions that City staff could use to require the removal and clean-up of the overgrown vegetation on the property. Fortunately, the County Health Officer determined that conditions on the property “provided an excellent harborage for vermin”, which enabled City staff to cite Section 1001.11 of the 1997 Uniform Housing Code, and require the property owner to abate the conditions that caused a “rat harborage”. To date, certified mail correspondence to the owner has been returned, and the Post Office has reported that they have no forwarding address for the property owner. Accordingly, in accordance with existing City Code provisions, staff will hire a landscape contractor to clean up the property and remove the “vermin harborages”, the cost of which (est. \$600) will be lien against the property.

- d. Steady progress to resolve the ongoing issues associated with the boarded-up single-family home locally referred to as “Grandma’s House” located on 23 S. Agassiz Street. Section 302 of the Dangerous Building Code was cited, with specific reference to Subsections 5, 6, 12, and 13. The property owner has completed a Phase I Cultural Resource Study which was accepted by the Heritage Preservation Commission at their October 16th meeting. Based on the conclusion of this study, the Commission moved to require completion and submittal of a Phase II Cultural Resource Study because of the historic significance of this structure prior to any possibility of it being demolished. The property owner also has this property listed for sale.
- e. Progress is also being made on the adjoining boarded-up “Tourist Home” located at 46 S. San Francisco Street. Staff has again cited Section 302 of the Dangerous Building Code, with specific reference to Subsections 5, 13, and 17. This structure is well known as an important historic resource, and therefore, a Phase I Cultural Resource Study is being prepared for Heritage Preservation Commission review. The property owner also has this property listed for sale.
- f. Steady progress by the owner on the voluntarily planned demolition of a house located at 251 East Brannen Avenue. This property owner inherited the home and parcel on which it is located, and found it full of household goods (most of which were thrown away or recycled) and in very poor condition. The owner has received a demolition permit and in the next few months plans to demolish the home and build a new one.

- 4. While the GIS mapping application may not be complete by the time of the November 12, 2013 Council work session, staff has completed a map that shows the locations of all the cases currently documented in the List of Reported Distressed Properties.

CODE LANGUAGE

During the January 8, 2013 Council work session, some councilors expressed concern with the criteria adopted in the 1997 Uniform Code for the Abatement of Dangerous Buildings (Section 302, Dangerous Building) as being too ambiguous and hard to apply and enforce. This Code was adopted by the City Council in 2000. As noted previously, a copy of these criteria which are used to define a dangerous building are included in Attachment B. The criteria or findings listed in this Section have been developed and refined over at least 50 years through the Western International Council of Building Officials. They are the product of experience and have been honed over time through practical experience and court decisions to fit the typical public health, safety, and welfare issues that municipalities experience. Like many codes, these criteria are based on a “reasonableness standard”, and their application relies on the experience, skill, and qualifications of trained City officials, which in this case, would be the City Building Official. As with most City Codes, there are also oversight mechanisms in place including the right of a person aggrieved by a decision of the Building Official to appeal to the Building and Fire Code Board of Appeals, and if necessary to Superior Court.

It is staff’s recommendation that the 18 findings/criteria included in Section 302 of the 1997 Uniform Code for the Abatement of Dangerous Buildings Code and those included in Section 1001 of the 1997 Uniform

Housing Code should be retained, and that as written, they provide important and useful tools currently used by staff for the abatement of most dangerous buildings within the City.

As noted in comment #2 above, staff is making slow but steady progress on the abatement of dangerous buildings and unsightly properties within the City. Currently staff is working on three of the most egregious cases in the community (23 S. Agassiz Street, 46 S. San Francisco Street, and 1726 N. Kutch Avenue); time and resources are dedicated to the abatement of these properties as it is available. Several property owners have taken responsibility for their properties and have proceeded to abatement and demolition in a timely manner. Staff's daily and weekly workload dictate the rate of progress on the listed properties and structures, with the highest priority being those with the greatest threat to public health and safety, historic significance, the greatest number of complaints, or the visibility of the project. One issue that staff plans to address is how time frames can be shortened to ensure more timely abatement. For example, clearer and reasonable deadlines for the completion, submission, and review of reports (e.g. Cultural Resource Studies) should be established.

CONCLUSION

The purpose of the November 12th Council work session is for staff to provide the Council with a progress report/update on work to date regarding distressed properties and dangerous buildings within the City. It is also to receive comment and/or direction related to altering any existing language in the applicable code. Any ideas, comments, and suggestions on the List of Reported Distressed Properties are welcomed, will be used to refine the list, and inform any future amendments to the City Code.

Attachments: List of Reported Distressed Properties
Findings
Draft Power Point Presentation

LIST OF POSSIBLE DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: October 30, 2013

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
Cases Closed						
TB	2020	Route 66 E.	2/13/2012		Roof collapsed on a building to the rear. Most material has been removed. Portion of the site has been fenced off for 3+ years	2020 E. Rt. 66
				7/29/2013	Tractor Supply will be developing this property, at which time this problem will be abated. Construction anticipated Spring 2014. Case closed.	
MS	523	Ernst St. S.			Former house damaged by fire in October 2005. Building boarded up and no further action taken despite complaints from neighbors.	523 S. Ernest St.
				7/12/2012	N&O for demolition issued for demolition by August 12, 2012.	
				Oct. 2012	Mayor Nabours contact property owners to discuss options.	
				Jan. 2013	Final N&O issued to property owners	
				4/11/2013	Structure demolished and site cleaned up. Case closed.	

LIST OF POSSIBLE DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: October 30, 2013

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
TB	1705	West St. N.	7/10/2013	7/10/2013	Old mobile homes - neighbors shared cost of removal	1705 N. West St.
				8/15/2013	All mobiles removed from City for dismantling by owner voluntarily. Case closed.	
MS	2917	Rose St. N.	5/21/2013		Existing house boarded up. N & O posted on property. Staff has been dealing with family attorney. Expects to demolish, but must have court approval to do so.	2917 N. Rose St.
					Status - still in process. Will follow-up when time allows.	
				9/26/2014	Building demolished. Case closed.	
TB	611	Tombstone Ave. W.	7/1/2012		Abandoned home. Demolition permit issued for demolition.	611 W. Tombstone Ave.
				6/12/2013	Demolished by property owner. Case closed.	
	504	James Ave. N.	9/27/2012		Anonymous complaint. Property has been cleared and all accumulations and vehicles removed. Case closed.	504 N. James Ave.

LIST OF POSSIBLE DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: October 30, 2013

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
MS	1811	Arrowhead Ave. E.	5/1/2012		Property extensively graded. A house still exists est. 15 feet above level of graded area.	1811 E. Arrowhead Ave.
				Date	N&O issued - either make structure livable or demolish it.	
				Sept. 2012	Woman observed living in the residence.	
				10/1/2012	Building Program required and achieved compliance with min. safety standards - kitchen and front deck/stairs repaired. Currently being occupied. Case closed.	
Paul S.	701	University Ave. W.	8/16/2013		Previously known as the "Fresquez" property. Property subject to tree clearing by Flagstaff Fire Department. Abandoned and unsecured buildings on the property, possibly still with APS power connected. Concern for illegal occupation and fire safety.	701 W University Ave.
				8/21/2013	Site inspection by PW, Flagstaff Fire Department, & Code Compliance staff. Main house is secure. Mobile will be secured by PW staff. All other buildings secure. Case closed.	
TB	2113	Second St. N.			No violation observed; building is occupied. Case closed.	2113 N. Second St.

LIST OF REPORTED DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: November 8, 2013 (Exlcudes cases where the property owner has not been contacted)

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
Active and Inactive Cases						
TB/MS	1726	Kutch Dr. N.	11/18/2011		Post Notice and Order for abandoned building being entered into by neighborhood children, broken window in rear of house. Owner repaired broken window, house is locked up.	1726 N. Kutch Dr.
				10/15/2012	Inspection - appeared secure, overgrown, appears abandoned	
				12/28/2012	Notice and Order posted and sent to 2 addresses of owner due to same conditions as 11/18/2011. Certified return card received - unclaimed.	
				2/5/2013	Sent letter requesting permission to enter house with health inspector to inspect for house being a harborage for vermin due to complaints of increased mouse sightings.	
				7/29/2013	Determined wood pile in rear may be a harborage for vermin, extensive deterioration of exterior siding material from being unprotected. Will send another N & O to the two previous known addresses after inspection by Coconino County Health Officer.	

LIST OF REPORTED DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: November 8, 2013 (Exlcudes cases where the property owner has not been contacted)

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
				8/22/2013	Meeting with Coconino County Health determined that woodpile and vegetation overgrowth is a harborage for vermin.	
				9/5/2013	Notice and Order posted and sent to 2 addresses of owner for insect harborage in 3 locations on the property	
				9/16/2013	One letter returned unopened. Staff to follow-up with USPS on status of the other letter which has not been returned and no receipt has been received. Next step - City abatement and lien.	
TB	2015	N. East St.			Unoccupied house and garage in poor condition. Boarded and secure. Demolition anticipated in November.	2015 N. East St.
TB	2912	Jamison Blvd. N.	11/12/2012		Unfinished house remodel. N & O posted for work being done w/o permit, overgrowth of weeds and report of broken windows.	2912 N. Jamison Blvd.
				Dec. 2012	Owners called and discussed what was needed to be done but they did not follow through. A Stop Work Order was posted to inform the owners that the permit has expired.	

LIST OF REPORTED DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: November 8, 2013 (Excludes cases where the property owner has not been contacted)

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
MS	23	Aggasiz St. S.	4/16/2013		Grandma's House Notice and Order posted.	23 S. Aggasiz St.
				4/24/2013	Meet w/owners to discuss requirements of Notice and Order	
				5/5/2013	Owners provided a written response and requested an appeal of N & O	
				6/10/2013	Building and Fire Code Board of Appeals hearing regarding appeal of the N&O. Appeal was denied, and N & O determined to be valid.	
				6/12/2013	Letter sent to owners of Appeals Board decision and time frame of compliance with Notice and Order.	
				8/1/2013	Owners currently having a Phase I Cultural Resource Study prepared for submittal to Karl Eberhard	
				8/26/2013	Current status - still waiting for Phase I CRS to be submitted	
				10/16/2013	Heritage Preservation Commission meeting - reviewed and accepted the Phase I CRS and required that a Phase 2 CRS be prepared. Property is listed for sale.	

LIST OF REPORTED DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: November 8, 2013 (Exlcudes cases where the property owner has not been contacted)

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
MS	46	San Francisco St. S.	5/13/2013		Tourist Home: Served, Notice & Order posted and sent to owner.	46 S San Francisco St.
				June	Met with Mr. Martinez regarding requirements of N & O. Mr. Martinez was meeting with prospective buyer and the property owner for 23 S. Agassiz to discuss sale of property.	
				8/1/2013	Sent Mr. Martinez email on status of sale of property and to remind him of N & O time frame.	
				8/20/2013	E-mail from Mr. Martinez with status report - Submitted a final offer to adjoining property owner (Kevin Heineman) and preparing a Phase I report if a deal with Kevin fails and demolition is necessary.	
				8/29/2013	E-mail from Mike Scheu to Mr. Martinez - on notice he has until the end of September to either have the property in escrow or to obtain permits to repair the roof or get a cultural resource study before demolishing the building	

LIST OF REPORTED DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: November 8, 2013 (Excludes cases where the property owner has not been contacted)

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
				10/17/2013	A Phase I CRS is being prepared. Reported that the building may be occupied illegally. Staff to investigate - property owner will be required to board up and secure the building.	
				10/29/2013	Letter sent to Mr. Martinez requiring the unsecured building (rear doors open) to be secured within 5 days.	
MS	2402	Main St. N.	6/1/2011		Fire in rear garage building that damaged the roof.	2402 N. Main St.
				June 2011	Notice & Order posted on rear building.	
					Need to issue a new N&O when time allows	
MS	1920	First S. N.	1/23/2013		N&O posted on abandoned building. No verbal or written response. received. Owner boarded up all openings.	1920 N. First St.
TB	251	Brannen Ave. E.	7/5/2013		Collapsed roof. TB talked to owner, will pursue demo permit. Site is near the Murdock Center. City offered a roll-off dumpster with payment plan.	251 E. Brannen Ave.
				8/1/2013	Owner continues to remove debris from inside of home	

LIST OF REPORTED DISTRESSED PROPERTIES

Created: July 30, 2013

Last Updated: November 8, 2013 (Excludes cases where the property owner has not been contacted)

Reported by	House #	Street Address	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
				9/10/2013	Email from/to owner as he is looking for financing options to afford demolition.	
TB				10/17/2013	Met with owner at counter, gave demolition application, arranged dumpsters	
	3012	Main St. N.	10/25/2012		Unoccupied and boarded building. Appears to be secure. Mrs. Hood died, two daughters inherited the property. Mike Mongini representing as legal counsel.	3012 N. Main St.
	612	Clay Ave. W.	7/25/2012		House roof in bad shape. Garage and shed have already been demolished.	612 W. Clay Ave.
TB	2912	Jamison Ave. N.			Unoccupied and boarded building. Appears to be secure.	2912 N. Jamison Ave.
TB	6110	Hwy. 89 N., # 20	8/28/2013		Single-wide mobile home destroyed due to fire per Flagstaff Fire Department Dep. Chief Orrill.	6110 N. Hwy. 89 NO.20
				8/29/2013	E-mail from Mike Scheu - owner will have 30 days to remove the remains of this structure.	
				10/17/2013	Follow-up by Building Program needed.	

Chapter 3

DEFINITIONS

SECTION 301 — GENERAL

For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in either this chapter or as specified in the Building Code or the Housing Code. Where terms are not defined, they shall have their ordinary accepted meanings within the context with which they are used. *Webster's Third New International Dictionary of the English Language, Unabridged*, copyright 1986, shall be construed as providing ordinary accepted meanings. Words used in the singular include the plural and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

BUILDING CODE is the *Uniform Building Code* promulgated by the International Conference of Building Officials, as adopted by this jurisdiction.

DANGEROUS BUILDING is any building or structure deemed to be dangerous under the provisions of Section 302 of this code.

HOUSING CODE is the *Uniform Housing Code* promulgated by the International Conference of Building Officials, as adopted by this jurisdiction.

SECTION 302 — DANGEROUS BUILDING

For the purpose of this code, any building or structure which has any or all of the conditions or defects hereinafter described shall be deemed to be a dangerous building, provided that such conditions or defects exist to the extent that the life, health, property or safety of the public or its occupants are endangered.

1. Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.

2. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.

3. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses allowed in the Building Code for new buildings of similar structure, purpose or location.

4. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirements of the Building Code for new buildings of similar structure, purpose or location.

5. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.

6. Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one half of that specified in the Building Code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the Building Code for such buildings.

7. Whenever any portion thereof has cracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.

8. Whenever the building or structure, or any portion thereof, because of (i) dilapidation, deterioration or decay; (ii) faulty construction; (iii) the removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; (iv) the deterioration, decay or inadequacy of its foundation; or (v) any other cause, is likely to partially or completely collapse.

9. Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.

10. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one third of the base.

11. Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its nonsupporting members, enclosing or outside walls or coverings.

12. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become (i) an attractive nuisance to children; (ii) a harbor for vagrants, criminals or immoral persons; or as to (iii) enable persons to resort thereto for the purpose of committing unlawful or immoral acts.

13. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this jurisdiction, as specified in the Building Code or Housing Code, or of any law or ordinance of this state or jurisdiction relating to the condition, location or structure of buildings.

14. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any nonsupporting part, member or portion less than 50 percent, or in any supporting part, member or portion less than 66 percent of the (i) strength, (ii) fire-resisting qualities or characteristics, or (iii) weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in the same location.

15. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the health officer to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

16. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire marshal to be a fire hazard.

17. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.

18. Whenever any portion of a building or structure remains on a site after the demolition or destruction of the building or structure or whenever any building or structure is abandoned for a period in excess of six months so as to constitute such building or portion thereof an attractive nuisance or hazard to the public.

Chapter 10

SUBSTANDARD BUILDINGS

SECTION 1001 — DEFINITION

1001.1 General. Any building or portion thereof that is determined to be an unsafe building in accordance with Section 102 of the Building Code, or any building or portion thereof, including any dwelling unit, guest room or suite of rooms, or the premises on which the same is located, in which there exists any of the conditions referenced in this section to an extent that endangers the life, limb, health, property, safety or welfare of the public or the occupants thereof, shall be deemed and hereby are declared to be substandard buildings.

1001.2 Inadequate Sanitation. Buildings or portions thereof shall be deemed substandard when they are insanitary. Inadequate sanitation shall include, but not be limited to, the following:

1. Lack of or improper water closet, lavatory, bathtub or shower in a dwelling unit or lodging house.
2. Lack of or improper water closets, lavatories, and bathtubs or showers per number of guests in a hotel.
3. Lack of or improper kitchen sink in a dwelling unit.
4. Lack of hot and cold running water to plumbing fixtures in a hotel.
5. Lack of hot and cold running water to plumbing fixtures in a dwelling unit or lodging house.
6. Lack of adequate heating facilities.
7. Lack of or improper operation of required ventilating equipment.
8. Lack of minimum amounts of natural light and ventilation required by this code.
9. Room and space dimensions less than required by this code.
10. Lack of required electrical lighting.
11. Dampness of habitable rooms.
12. Infestation of insects, vermin or rodents as determined by the health officer.
13. General dilapidation or improper maintenance.
14. Lack of connection to required sewage disposal system.
15. Lack of adequate garbage and rubbish storage and removal facilities as determined by the health officer.

1001.3 Structural Hazards. Buildings or portions thereof shall be deemed substandard when they are or contain structural hazards. Structural hazards shall include, but not be limited to, the following:

1. Deteriorated or inadequate foundations.
2. Defective or deteriorated flooring or floor supports.
3. Flooring or floor supports of insufficient size to carry imposed loads with safety.
4. Members of walls, partitions or other vertical supports that split, lean, list or buckle due to defective material or deterioration.
5. Members of walls, partitions or other vertical supports that are of insufficient size to carry imposed loads with safety.
6. Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that sag, split or buckle due to defective material or deterioration.

7. Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety.

8. Fireplaces or chimneys that list, bulge or settle due to defective material or deterioration.

9. Fireplaces or chimneys that are of insufficient size or strength to carry imposed loads with safety.

1001.4 Nuisance. Buildings or portions thereof in which there exists any nuisance as defined in this code are deemed substandard buildings.

1001.5 Hazardous Electrical Wiring. Electrical wiring that was installed in violation of code requirements in effect at the time of installation or electrical wiring not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good condition or that is not being used in a safe manner shall be considered substandard.

1001.6 Hazardous Plumbing. Plumbing that was installed in violation of code requirements in effect at the time of installation or plumbing not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good condition or that is not free of cross-connections or siphonage between fixtures shall be considered substandard.

1001.7 Hazardous Mechanical Equipment. Mechanical equipment that was installed in violation of code requirements in effect at the time of installation or mechanical equipment not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good and safe condition shall be considered substandard.

1001.8 Faulty Weather Protection. Buildings or portions thereof shall be considered substandard when they have faulty weather protection, which shall include, but not be limited to, the following:

1. Deteriorated, crumbling or loose plaster.
2. Deteriorated or ineffective waterproofing of exterior walls, roof, foundations or floors, including broken windows or doors.
3. Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other approved protective covering.
4. Broken, rotted, split or buckled exterior wall coverings or roof coverings.

1001.9 Fire Hazard. Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that, in the opinion of the chief of the fire department, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of fire or explosion arising from any cause shall be considered substandard.

1001.10 Faulty Materials of Construction. The use of materials of construction, except those that are specifically allowed or approved by this code and the Building Code, and that have been adequately maintained in good and safe condition, shall cause a building to be substandard.

1001.11 Hazardous or Insanitary Premises. The accumulation of weeds, vegetation, junk, dead organic matter, debris, gar-

bage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions on a premises constitutes fire, health or safety hazards that shall be abated in accordance with the procedures specified in Chapter 11 of this code.

1001.12 Inadequate Exits. Except for those buildings or portions thereof that have been provided with adequate exit facilities conforming to the provisions of this code, buildings or portions thereof whose exit facilities were installed in violation of code requirements in effect at the time of their construction or whose exit facilities have not been increased in number or width in relation to any increase in occupant load due to alterations, additions or change in use or occupancy subsequent to the time of construction shall be considered substandard.

Notwithstanding compliance with code requirements in effect at the time of their construction, buildings or portions thereof shall be considered substandard when the building official finds that an unsafe condition exists through an improper location of exits, a

lack of an adequate number or width of exits, or when other conditions exist that are dangerous to human life.

1001.13 Inadequate Fire-protection or Firefighting Equipment. Buildings or portions thereof shall be considered substandard when they are not provided with the fire-resistive construction or fire-extinguishing systems or equipment required by this code, except those buildings or portions thereof that conformed with all applicable laws at the time of their construction and whose fire-resistive integrity and fire-extinguishing systems or equipment have been adequately maintained and improved in relation to any increase in occupant load, alteration or addition, or any change in occupancy.

1001.14 Improper Occupancy. All buildings or portions thereof occupied for living, sleeping, cooking or dining purposes that were not designed or intended to be used for such occupancies shall be considered substandard.

City of Flagstaff

November 12, 2013

Council Work Session

List of Reported Distressed Properties

Meeting Purpose

- Progress report/update on a List of Reported Distressed Properties & Buildings
- Update on certain properties
- Council comment and discussion
- Public comment

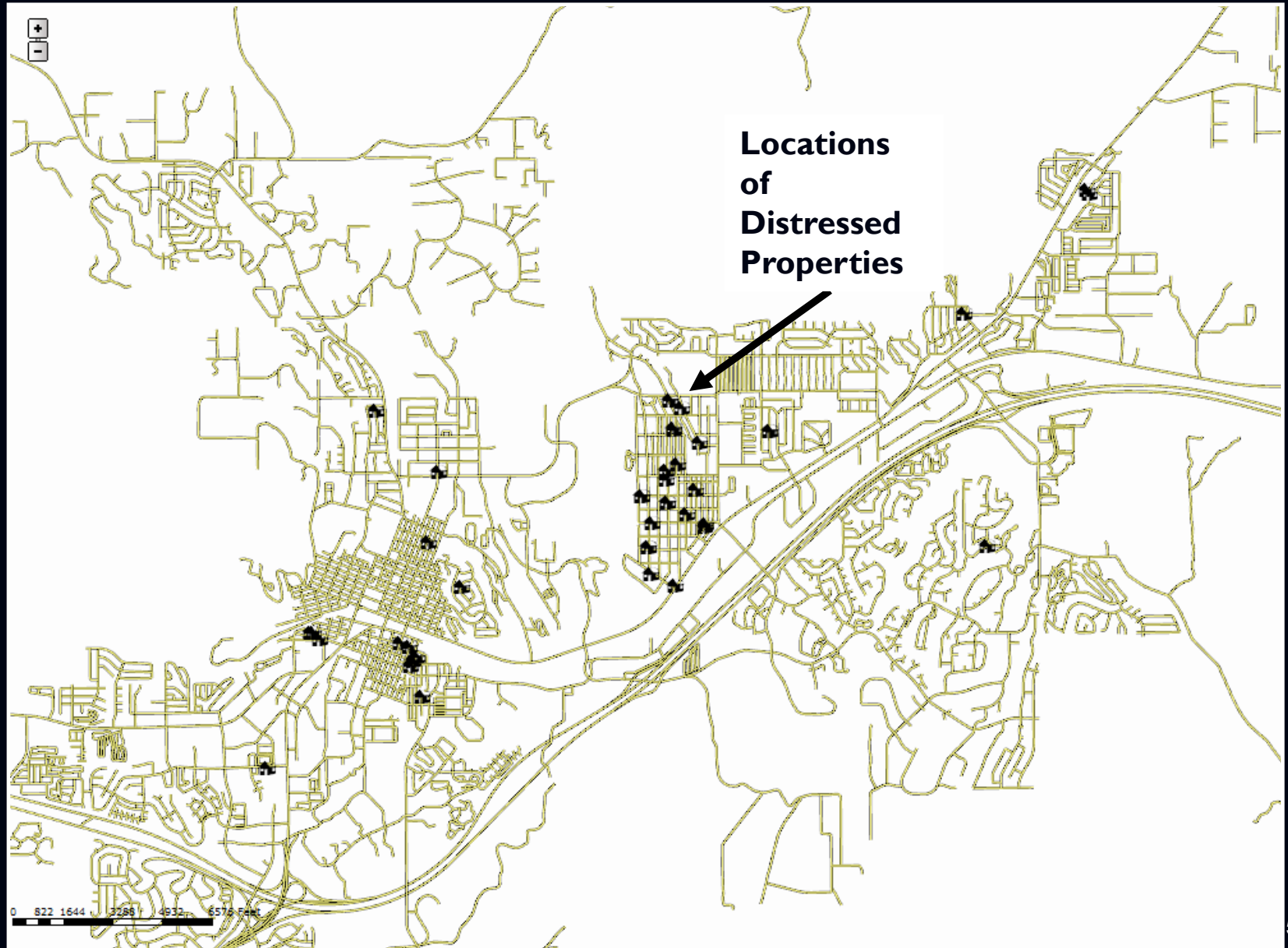
List of Reported Distressed Properties

- 39 properties on the inventory
- 9 cases have been resolved – cases closed
- 20 cases staff action is needed
- 3 major cases ongoing – steady progress

List of Reported Distressed Properties

DISTRESSED PROPERTY INVENTORY								
Date: July 30, 2013								
Updated: August 16, 2013; August 26, 2013; September 13, 2013; October 17, 2013								
Reported by	House #	Street Address	Owner name and contact information	Owner Address/ e-mail (second row)	Date of 1st insp./complaint received	Date of Follow-up Action	Comment/status	Hyperlink to photos
TB and MS	1726	Kutch Dr. N.	Maria Schultz	2551 35th St. Los Alamos, NM 87544	11/18/2011		Post Notice and Order for abandoned building being entered into by neighbors kids, broken window in rear of house. Owner repaired broken window, house is locked up.	1726 N. Kutch Dr.
						10/15/2012	Inspection - appeared secure, overgrown, appears abandoned	
						12/28/2012	Notice and Order posted and sent to 2 addresses of owner due to same conditions as 11/18/2011. Certified return card received - unclaimed.	
						2/5/2013	Sent letter requesting permission to enter house with health inspector to inspect for house being a harborage for vermin due to complaints of increased mouse sightings.	
						7/29/2013	Determined wood pile in rear is a harborage for vermin, extensive deterioration of exterior siding material from being unprotected. Will send another N & O to the two previous known addresses after inspection by Coconino County Health Officer.	
						8/22/2013	Meeting with Coconino County Health determined that woodpile and vegetation overgrowth is a harborage for vermin.	
						9/5/2013	Notice and Order posted and sent to 2 addresses of owner for insect harborage in 3 locations on the property	

List of Reported Distressed Properties



List of Reported Distressed Properties

ArcGIS **Stressed Property** NEW MAP SIGN IN

[Details](#) [Add](#) [Basemap](#) [Save](#) [Share](#) [Print](#) [Measure](#) [Bookmarks](#)

Stressed Property

Web Map by jhershberger1964
Last Modified: October 23, 2013
☆☆☆☆☆ (0 ratings, 0 comments, 43 views)

[More Details...](#)


Make your own map
[Add to this map](#)
[Make a new map](#)

2217 N EAST ST

Status A Vacant but secured
Status B
Status C
Status D
Status E
Status F
Status G
Status H

Hyperlink to Photos

2217 N EAST ST



[Zoom to](#)

[Stressed Properties Map Viewer](#)

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POWERED BY **esri**



Sample photographs



523 S. Ernest Street



1809/1811 N. Arrowhead Ave.



23 S. Agassiz Street



46 S. San Francisco Street



251 E. Brannen Avenue



Existing City Code Provisions

- Title 4 – Building Regulations
 - 1997 Abatement of Dangerous Buildings Code

Adopted: Ord. 2000-19 on October 17, 2000

Purpose - to ensure “buildings or structures which from any cause endanger the life, limb, health, morals, property, safety or welfare of the general public or their occupants may be required to be repaired, vacated or demolished.”

Defines a dangerous building - any 1 of 18 conditions

1997 Abatement of Dangerous Building Code

SECTION 301 — GENERAL

For the purpose of this code, certain terms, phrases, words and their derivatives shall be construed as specified in either this chapter or as specified in the Building Code or the Housing Code. Where terms are not defined, they shall have their ordinary accepted meanings within the context with which they are used. *Webster's Third New International Dictionary of the English Language, Unabridged*, copyright 1986, shall be construed as providing ordinary accepted meanings. Words used in the singular include the plural and the plural the singular. Words used in the masculine gender include the feminine and the feminine the masculine.

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SECTION 302 — DANGEROUS BUILDING

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1. Whenever any door, aisle, passageway, stairway or other means of exit is not of sufficient width or size or is not so arranged as to provide safe and adequate means of exit in case of fire or panic.
2. Whenever the walking surface of any aisle, passageway, stairway or other means of exit is so warped, worn, loose, torn or otherwise unsafe as to not provide safe and adequate means of exit in case of fire or panic.
3. Whenever the stress in any materials, member or portion thereof, due to all dead and live loads, is more than one and one half times the working stress or stresses allowed in the Building Code for new buildings of similar structure, purpose or location.
4. Whenever any portion thereof has been damaged by fire, earthquake, wind, flood or by any other cause, to such an extent that the structural strength or stability thereof is materially less than it was before such catastrophe and is less than the minimum requirements of the Building Code for new buildings of similar structure, purpose or location.
5. Whenever any portion or member or appurtenance thereof is likely to fail, or to become detached or dislodged, or to collapse and thereby injure persons or damage property.
6. Whenever any portion of a building, or any member, appurtenance or ornamentation on the exterior thereof is not of sufficient strength or stability, or is not so anchored, attached or fastened in place so as to be capable of resisting a wind pressure of one half of that specified in the Building Code for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the Building Code for such buildings.

7. Whenever any portion thereof has wracked, warped, buckled or settled to such an extent that walls or other structural portions have materially less resistance to winds or earthquakes than is required in the case of similar new construction.

8. Whenever the building or structure, or any portion thereof, because of (i) dilapidation, deterioration or decay; (ii) faulty construction; (iii) the removal, movement or instability of any portion of the ground necessary for the purpose of supporting such building; (iv) the deterioration, decay or inadequacy of its foundation; or (v) any other cause, is likely to partially or completely collapse.

9. Whenever, for any reason, the building or structure, or any portion thereof, is manifestly unsafe for the purpose for which it is being used.

10. Whenever the exterior walls or other vertical structural members list, lean or buckle to such an extent that a plumb line passing through the center of gravity does not fall inside the middle one third of the base.

11. Whenever the building or structure, exclusive of the foundation, shows 33 percent or more damage or deterioration of its supporting member or members, or 50 percent damage or deterioration of its nonsupporting members, enclosing or outside walls or coverings.

12. Whenever the building or structure has been so damaged by fire, wind, earthquake or flood, or has become so dilapidated or deteriorated as to become (i) an attractive nuisance to children; (ii) a harbor for vagrants, criminals or immoral persons; or as to (iii) enable persons to resort thereto for the purpose of committing unlawful or immoral acts.

13. Whenever any building or structure has been constructed, exists or is maintained in violation of any specific requirement or prohibition applicable to such building or structure provided by the building regulations of this jurisdiction, as specified in the Building Code or Housing Code, or of any law or ordinance of this state or jurisdiction relating to the condition, location or structure of buildings.

14. Whenever any building or structure which, whether or not erected in accordance with all applicable laws and ordinances, has in any nonsupporting part, member or portion less than 50 percent, or in any supporting part, member or portion less than 66 percent of the (i) strength, (ii) fire-resisting qualities or characteristics, or (iii) weather-resisting qualities or characteristics required by law in the case of a newly constructed building of like area, height and occupancy in the same location.

15. Whenever a building or structure, used or intended to be used for dwelling purposes, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, air or sanitation facilities, or otherwise, is determined by the health officer to be unsanitary, unfit for human habitation or in such a condition that is likely to cause sickness or disease.

16. Whenever any building or structure, because of obsolescence, dilapidated condition, deterioration, damage, inadequate exits, lack of sufficient fire-resistive construction, faulty electric wiring, gas connections or heating apparatus, or other cause, is determined by the fire marshal to be a fire hazard.

17. Whenever any building or structure is in such a condition as to constitute a public nuisance known to the common law or in equity jurisprudence.

Existing City Code Provisions

- Title 4 – Building Regulations
 - 1997 Uniform Housing Code

Adopted: Ord. 2000-19, October 17, 2000

Purpose - to provide “minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the use and occupancy, location, and maintenance of all residential buildings and structures”.

Substandard residential building declared a nuisance – abatement required

1997 Housing Code

SECTION 1001 — DEFINITION

1001.1 General. Any building or portion thereof that is determined to be an unsafe building in accordance with Section 102 of the Building Code, or any building or portion thereof, including any dwelling unit, guest room or suite of rooms, or the premises on which the same is located, in which there exists any of the conditions referenced in this section to an extent that endangers the life, limb, health, property, safety or welfare of the public or the occupants thereof, shall be deemed and hereby are declared to be substandard buildings.

1001.2 Inadequate Sanitation. Buildings or portions thereof shall be deemed substandard when they are insanitary. Inadequate sanitation shall include, but not be limited to, the following:

1. Lack of or improper water closet, lavatory, bathtub or shower in a dwelling unit or lodging house.
2. Lack of or improper water closets, lavatories, and bathtubs or showers per number of guests in a hotel.
3. Lack of or improper kitchen sink in a dwelling unit.
4. Lack of hot and cold running water to plumbing fixtures in a hotel.
5. Lack of hot and cold running water to plumbing fixtures in a dwelling unit or lodging house.
6. Lack of adequate heating facilities.
7. Lack of or improper operation of required ventilating equipment.
8. Lack of minimum amounts of natural light and ventilation required by this code.
9. Room and space dimensions less than required by this code.
10. Lack of required electrical lighting.
11. Dampness of habitable rooms.
12. Infestation of insects, vermin or rodents as determined by the health officer.
13. General dilapidation or improper maintenance.
14. Lack of connection to required sewage disposal system.
15. Lack of adequate garbage and rubbish storage and removal facilities as determined by the health officer.

1001.3 Structural Hazards. Buildings or portions thereof shall be deemed substandard when they are or contain structural hazards. Structural hazards shall include, but not be limited to, the following:

1. Deteriorated or inadequate foundations.
2. Defective or deteriorated flooring or floor supports.
3. Flooring or floor supports of insufficient size to carry imposed loads with safety.
4. Members of walls, partitions or other vertical supports that split, lean, list or buckle due to defective material or deterioration.
5. Members of walls, partitions or other vertical supports that are of insufficient size to carry imposed loads with safety.
6. Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that sag, split or buckle due to defective material or deterioration.

7. Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety.

8. Fireplaces or chimneys that list, bulge or settle due to defective material or deterioration.

9. Fireplaces or chimneys that are of insufficient size or strength to carry imposed loads with safety.

1001.4 Nuisance. Buildings or portions thereof in which there exists any nuisance as defined in this code are deemed substandard buildings.

1001.5 Hazardous Electrical Wiring. Electrical wiring that was installed in violation of code requirements in effect at the time of installation or electrical wiring not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good condition or that is not being used in a safe manner shall be considered substandard.

1001.6 Hazardous Plumbing. Plumbing that was installed in violation of code requirements in effect at the time of installation or plumbing not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good condition or that is not free of cross-connections or siphonage between fixtures shall be considered substandard.

1001.7 Hazardous Mechanical Equipment. Mechanical equipment that was installed in violation of code requirements in effect at the time of installation or mechanical equipment not installed in accordance with generally accepted construction practices in areas where no codes were in effect or that has not been maintained in good and safe condition shall be considered substandard.

1001.8 Faulty Weather Protection. Buildings or portions thereof shall be considered substandard when they have faulty weather protection, which shall include, but not be limited to, the following:

1. Deteriorated, crumbling or loose plaster.
2. Deteriorated or ineffective waterproofing of exterior walls, roof, foundations or floors, including broken windows or doors.
3. Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other approved protective covering.
4. Broken, rotted, split or buckled exterior wall coverings or roof coverings.

1001.9 Fire Hazard. Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that, in the opinion of the chief of the fire department, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of fire or explosion arising from any cause shall be considered substandard.

1001.10 Faulty Materials of Construction. The use of materials of construction, except those that are specifically allowed or approved by this code and the Building Code, and that have been adequately maintained in good and safe condition, shall cause a building to be substandard.

1001.11 Hazardous or Insanitary Premises. The accumulation of weeds, vegetation, junk, dead organic matter, debris, gar-

1001.11
1001.14

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bage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions on a premises constitutes fire, health or safety hazards that shall be abated in accordance with the procedures specified in Chapter 11 of this code.

1001.12 Inadequate Exits. Except for those buildings or portions thereof that have been provided with adequate exit facilities conforming to the provisions of this code, buildings or portions thereof whose exit facilities were installed in violation of code requirements in effect at the time of their construction or whose exit facilities have not been increased in number or width in relation to any increase in occupant load due to alterations, additions or change in use or occupancy subsequent to the time of construction shall be considered substandard.

Notwithstanding compliance with code requirements in effect at the time of their construction, buildings or portions thereof shall be considered substandard when the building official finds that an unsafe condition exists through an improper location of exits, a

lack of an adequate number or width of exits, or when other conditions exist that are dangerous to human life.

1001.13 Inadequate Fire-protection or Firefighting Equipment. Buildings or portions thereof shall be considered substandard when they are not provided with the fire-resistive construction or fire-extinguishing systems or equipment required by this code, except those buildings or portions thereof that conformed with all applicable laws at the time of their construction and whose fire-resistive integrity and fire-extinguishing systems or equipment have been adequately maintained and improved in relation to any increase in occupant load, alteration or addition, or any change in occupancy.

1001.14 Improper Occupancy. All buildings or portions thereof occupied for living, sleeping, cooking or dining purposes that were not designed or intended to be used for such occupancies shall be considered substandard.

Conclusion

- Progress report/update on a List of Reported Distressed Properties & Buildings
- Update on certain properties
- Public comment
- Council comment and discussion

Roger E. Eastman, AICP,

Comprehensive Planning and Code Administrator

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Memorandum

6.

CITY OF FLAGSTAFF

To: The Honorable Mayor and Council
From: Kimberly Sharp, AICP, Comprehensive Planning Manager
Co-Submitter: Kimberly Sharp, AICP
Date: 11/07/2013
Meeting Date: 11/12/2013



TITLE:

Regional Plan Discussion #11 - Implementation and Annual Report

DESIRED OUTCOME:

From 'Chapter 3: How This Plan' Works of ***The Flagstaff Regional Plan 2030: Place Matters***, an updated "Regional Plan Amendment Process" table has been submitted as a recommendation from the City Planning and Zoning Commission. This table is for Council's review and discussion.

Staff will also review 'Appendix D: Annual Report Template'. Council may want to discuss and give staff direction as to which annual metrics (or measurements) are the most meaningful for policy discussions and decisions. Staff will then coordinate these potential metrics with current and on-going measures being captured by various City and County departments, to bring a recommendation back to Council on December 6, 2013.

INFORMATION:

Background

During the Regional Plan update process, many community members have asked "How will this plan be used?" and "How will this plan be amended?". Chapter 3: How This Plan Works from the ***Flagstaff Regional Plan 2030: Place Matters*** outlines who the plan is for, and how the information, maps and policies can be used for decision making, by elected officials, city and county commissions, departments, educational and institutional organizations, businesses and the general public. Most people recognize that the plan is used during the development process, whether that be private development or public development (streets, bridges, sidewalks, FUTS trails, public buildings, etc.) and budgeting process. If a proposal is designed outside of the broad Regional Plan designations, the property owner can build according to existing entitlements (zoning) belonging to that property; if the proposal needs new zoning, then it is expected to be designed according to Regional Plan designations. If the proposed project owner does not wish to build to either existing zoning or Regional Plan designations, then the due process to change policies, text or maps as outlined on page III-9 "Regional Plan Amendment Process" will be followed. Please see the attached updated "Proposed Regional Plan Amendment Process", which is reflective of the City Planning and Zoning Commission recommendations. This due process for amending the Regional Plan is for Council consideration and discussion.

To monitor the success of the plan's policies, an Annual Report will track measurements as agreed upon by City Council. 'Appendix D' of the ***Flagstaff Regional Plan 2030: Place Matters*** outlines the objectives for an annual report along with data sources for obtaining some community success measurements. The rest of the Appendix outlines metrics for each chapter which, if tracked annually, would help the community and governmental organizations determine if the policies are effective. Staff would like direction from Council on which metrics you would find most helpful in policy decision making.

Please refer to Appendix D of your personal copy of the ***Flagstaff Regional Plan***, or review pages 288-291 of the pdf document retrieved from www.flagstaffmatters.com.

Attachments: RP Amendment Table

Proposed Regional Plan Amendment Processes

	Major Amendment	Minor Amendment
Proposed Change to Urban Growth Boundary		
	Any expansion of the urban growth boundary that requires an expansion of utility infrastructure as determined in an utility analysis	Any expansion of the urban growth boundary if there is no expansion of utility infrastructure as determined in an utility analysis
Proposed Change to Area Types		
Protect employment areas	Any change to the boundaries of employment areas to urban, suburban, or rural area types	Any change from urban, suburban, or rural area types to employment area type
Expanding or changing the boundaries of one area type to another area type within the specified acreage thresholds	Urban to suburban greater than 10 acres	Urban to suburban less than or equal to 10 acres
	Urban to rural of any size	
	Suburban to urban greater than 5 acres	
		Suburban to rural less than or equal to 5 acres
	Rural to suburban greater than 20 acres	Rural to suburban less than or equal to 20 acres
	Rural to urban of any size	
Proposed Change to Open Space		
Open Space is publicly owned land dedicated for conservation	Any reduction to the boundary of land purchased for conservation	Any expansion of land for conservation (Assuming no regional plan amendment fee)
Proposed Change to *Activity Centers & Corridors		
		Minor adjustments to an activity center or corridor pedestrian shed
Expansion of activity centers and corridors	Any commercial activities proposed outside of the activity center and along a corridor that is not contiguous to the activity center	Any commercial activities proposed outside of the activity center that are contiguous to the activity center
		Any commercial activities proposed outside of the activity center that are not contiguous to the activity center but are located on a “great street” or corridor
**Activity Center or Corridor Illustrative Plan; Administrative review process	Addition of a new activity center; <i>Specific Plan needed</i>	Specific Plan for existing activity center or corridor.
	Addition of a corridor or “great street” <i>Specific Plan needed, see Map #14.</i>	Extension of a corridor or great street 1/4 mile in length or less
Other Proposed Changes		
		Proposed policy (text) changes to the General Plan and other land use plans, such as Open Space Plan, Parks & Recreation Plan, etc.

* See discussion of Activity Centers in Land Use chapter

**See definition of Illustrative Plan in Land Use chapter page IX-58